

**JOB DESCRIPTION**  
**CITY OF WHITE SALMON**

**POSITION:** Public Works Maintenance Worker I  
**DEPARTMENT:** Public Works  
**REPORTS TO:** Public Works Operations Manager  
**EFFECTIVE DATE:** January 1, 2022  
**FLSA STATUS:** Union, Non-Exempt  
**SALARY RANGE:** Range 30 Steps 1-10 depending on qualifications

This is a full-time hourly union position requiring 40 hours per week. Any work in excess of 40 hours per week shall be compensated as overtime. This is a non-supervisory position. This position is not subject to on-call requirements but may be subject to callouts in case of emergencies.

**POSITION SUMMARY**

Under general supervision, performs a variety of tasks in the maintenance of city properties including but not limited to the community park and associated buildings and grounds. Examples of work may include:

- Operating mowers, tractors, vehicles, and other small equipment.
- Utilize a variety of hand and power tools in park landscape maintenance work.
- Assist in routine maintenance of such equipment.
- Water, repair and fertilize lawns, plant and prune trees and shrubs, rake leaves and maintain bark chips, clean walkways, courts and other facilities.
- Clean restrooms and pick up litter around parks and walkways and other city facilities.
- Run errands as needed by City staff to purchase supplies, tools, etc.
- Other assignments as required by City staff.

**KNOWLEDGE SKILLS AND ABILITIES**

- Knowledge of general tools and equipment with safe work practices.
- The ability to perform general maintenance activities, perform manual labor, learn to operate a variety of construction and maintenance equipment; understand and carry out oral and written directions; establish and maintain effective working relations with those contacted in the course of work; basic computer skills for the purposes of timekeeping, recordkeeping, task assignments and email correspondence.

Must be able to:

- Demonstrate a high level of integrity.
- Operate under deadlines.
- Communicate information clearly and effectively both verbal and written.

- Be organized and capable of managing projects to schedule.

## **PHYSICAL REQUIREMENTS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Working conditions in outside area are subject to variations in temperature, and may include wind, rain, and other elements.
- Requires ability to work safely outdoors in all weather.
- Stand, climb and walk for extended periods.
- Work in confined spaces.
- Work on slippery and uneven surfaces.
- Manual dexterity sufficient to grasp, hold objects and tools with full range of motion in wrists and arms.
- Hearing sufficient to understand conversations, both in person and on the telephone.
- Reasonable accommodations will be made for some physical demands for otherwise qualified individuals who require and request such accommodations.
- Performing heavy physical labor including lift of objects above 50 pounds with assistance.
- Ability to drive a motor vehicle.
- Working conditions in the field are subject to variations in temperatures, humidity and can include high wind, rain, dust, and other contaminants.

## **RECRUITING REQUIREMENTS**

- High school diploma or equivalent.
- Valid Driver's License.
- Six (6) months of recent work in construction trades is preferred.
- Obtain a Class B driver license with Airbrake endorsement within six (6) months.
- Successful completion of specialized training in Work Zone Traffic Control Safety.
- Obtain a Washington State DOH Water Distribution Specialist certification or higher within 18 months of appointment.

## **EXPERIENCE AND TRAINING**

- AA degreed preferred.

*In place of the above requirements, any combination of education and experience that provides the applicant with the required knowledge, skills, and abilities to perform the job may be considered as qualifying.*

## **OTHER DUTIES AND REQUIREMENTS**

This job description lists the major duties and requirements of the job and is not all-inclusive. Not all duties are necessarily performed by each incumbent. Incumbents may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

This job description does not constitute an agreement between the employer and the employee and in no way implies that these are the only duties to be performed. Employees occupying the position will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor.

**I have read and understand this job description.**

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Signature

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Date